



## PR/095069 | Executive Director - Compliance

### Job Information

**Recruiter**

JAC Recruitment Singapore

**Job ID**

1554771

**Industry**

Bank, Trust Bank

**Job Type**

Permanent Full-time

**Location**

Singapore

**Salary**

Negotiable, based on experience

**Refreshed**

August 26th, 2025 02:00

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

- Monitoring of regulatory updates and changes, and assessing the implications to the Company's Business
- Review existing workflows and update, draft and develop and/or implement or review policies and procedures
- Provide constructive advice and proposals to Business and Management in order to improve effectiveness and efficiency of business from the perspective of Compliance and activate those practically.
- Handle anti-money laundering related matters
- Perform regulatory reporting to various stakeholders including parent company and affiliates and compliance monitoring checks
- Develop and Conduct compliance training programs
- Generating reports for internal and external stakeholders
- Liaise with both internal and external auditors and Regulators, as requested

- Perform transaction monitoring and guide team members sufficiently on performing monitoring and review their observations
- Implementing the Compliance Monitoring Plan on a Quarterly basis and ensuring the robustness of the same
- Ensure proper documentation and audit trail of compliance related matters
- Advising ALL business units from a compliance perspective
- Assist with the implementation of compliance initiatives and projects
- Communicate promptly relevant information to Head Office
- Cooperate with Private Wealth Business and assist them in relation to aligning with Group policies
- Coordinate with Private Wealth Business in preparing Entity-Wide assessment reports
- Monitor daily activities including monitoring, checking approved trades of the Private Wealth Business and give them adequate advice and warning when necessary.
- Provide support to prepare various agreements as required.
- Assist in all matters as requested from time to time.
- Report to Head of Compliance Officer (HOC) and co-work with HOC to achieve a strong Compliance culture in the Company.

#### Job Requirements

- Bachelor's degree or equivalent
- At least 10-15 years' experience in compliance, legal or other controls related function in the financial services industry
- Highly motivated team player
- Strong analytical, communication, presentation and people skills, ability to influence and collaborate with people across different cultures and backgrounds
- Adaptable, resilient and passionate about making a difference

We regret to inform that only shortlisted candidates will be notified.

Appreciate your understanding.

EA: JAC Recruitment Pte. Ltd.

EA Licence: 90C3026

EA Personnel: R1110469

EA Personnel Name: Zhong Zhengnan, Paul

#LI-JACSG #countrysingapore

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#### Company Description